

Agenda No 3a

Minutes of the **Open Spaces Committee** held in the Council Chamber, North Street, Ilminster on Tuesday 22 August 2017 at 7.30pm

Present:

Chairman: Cllr S Shepherd

Councillors: P Burton, M James, J Fowler, V Keitch, I Mackillop, A Shearman and T Walker.

In Attendance

Officers: Miss J Norris (Town Clerk), Mrs D Salt (Admin Info) Mr R Samways (Open Spaces Apprentice) Mr G Taylor (Open Spaces Warden) and Mr A Willis (Senior Open Spaces Warden),

Presentation of certificates Before the formal start of the meeting, the Mayor presented certificates to Mr R Samways, Mr G Taylor, Mr A Willis for vibration & noise training

OS91. Apologies for Absence.

Apologies for absence were received from Councillors Belobaba and Swann.

OS92. Declarations of Interest.

No Declarations of Interest were made regarding any of the agenda items.

OS93. Minutes.

RESOLVED

- (i) that the minutes of the meeting held on 23 May 2017 be confirmed as a correct record subject to the word Mayor being changed to read Chair on the Notes relating to the meeting been taken in and out of formal session
- (ii) to note the action list relating to the Open Spaces committee.

Action List relating to the Open Spaces Committee

The action list was considered and discussion included:

- dog bins – there is a requirement for an extra dog bin to be located on the Herne Vale estate near the cycle route. It states in Minute OS89 that the Town Council will provide 3 additional dog bins to be located as follows: on the Canal side of Britten's Field, in the Recreation Ground on the side closest to The Mead and on the Ridge Path towards Herne Hill. The Mayor felt there was a requirement to order an additional bin and this will be put as an agenda item, for a future meeting.
- the Town Clerk will speak to the local press and highlight what has been done with reference to the dog survey.
- there were a number of complaints made to Cllr Shearman about the noise from the open-air cinema held at the Football Club. There have been no complaints received by the Town Clerk. If there are concerns, people are to be advised to contact the environmental health department at South Somerset District Council. The Mayor told the Council that noise testing was carried out periodically by SSDC.

OS94. Police Report

There was no police report and no policing matters were raised or reported.

OS95. Warden's Report

The Senior Open Spaces Warden reported upon recent open spaces activities in Ilminster. Highlights of the report included:

- All grass amenity areas have continued to be cut.
- New full-time Open Spaces Warden Gary Taylor has started.
- A new temporary agency worker has started work with the team, full-time until October.
- Wood chippings (donated by local arborist) have been laid on central footpath, within Herne Hill woodland.
- Work has commenced on toilet block repairs –
The Town Clerk took the opportunity to inform the committee that during the morning of the meeting the contractor discovered a material that may be asbestos, samples of the material are being sent off for analysis. If there is asbestos there will be an additional cost for its removal which will have to be done in accordance with health and safety requirements. A visual asbestos survey was carried out in 2013 but the current “find” would not have been visible.
Updates about the toilet block will be on going through Clerk's Updates.

OS96. Financial Comparison

Information about the Open Spaces Committee, income, expenditure and commitments to 31 July 2017 was presented to the Committee.

Issues Discussed during consideration of this item included;

- line 630 - Lodge Rent: the Town Clerk informed the committee that eth increase in rent would be notified to the tenant through the letting agent and was on the Resources action list.
- the line referring to the tuck shop would be left in until after the refurbishment of the toilet block.
- line 9561 – Burma Star Garden has been weeded; pruning of the roses and lavender will take place in the autumn. It is intended that the work will be completed before Remembrance Day
- line 556 - play inspection phone app; this was put in the budget some time ago to help the Open Spaces Team do the weekly inspections; it is however considered to be a luxury at a cost of £5,000 and the team continue to do a paper based the Town Clerk is currently researching prices and availability for play inspection training
- 758/2 Cemetery Tax what is it – the Town Clerk would report back at the at a future meeting

OS97. Weather Proofing Wall adjacent to the Wardens' Garage

The estimates received for the cost of weather proofing the wall at the back of the Cricket Club “garage” where the stand was removed were considered.

Three quotations for the work were sought and two prices for the work were returned to the Town Council - both included an alternative to the green cladding that is currently on the building next to it; to enable it to look similar to the existing wall and this must be cut and made to measure. The roof will have to be extended slightly to enable the guttering and downpipe to be fitted. The two prices are like for like as far as is known. Neither quote includes replacement guttering.

RESOLVED that Contractor A be awarded the contract to clad the wall and install guttering etc

OS98. Maintenance Work - Cemetery Toilet

The estimates received for the cost of maintenance work to the cemetery toilet were considered.

There are two main tasks - to replace the door and to install new pipework from the sink to the waste pipe as none currently exists.

Issues discussed during consideration of this agenda item included:

- The quotes for replacing the door seemed expensive
- The wash hand basin may be better if it was moved to the opposite wall

RESOLVED

- (i) to accept Cllr Burton's offer to make the door and the door frame and be reimbursed for expenditure for the materials from the Town Council
- (ii) to defer the decision about the washbasin pending assessment of the possibility of moving it

OS99. Information Boards for Herne Hill

Progressing the Herne Hill Trails project forward by the provision of information boards was considered.

The project, led by the Senior Open Spaces Warden designated 3 routes around the hill signed by waypoint markers and with interpretation boards to provide information and to increase public knowledge of the site

Installation of the way markers has been completed and the next stage is to put information boards up at the three entrances to Herne Hill. Four quotations for information boards have been received and are correct as at 22 August 2017. Grant funding will be sought to complete this project but it is a standard requirement that the bidding authority meet 50% of the expected costs. The majority of grants are applied for before the work is started. It was suggested that the design includes not just colour coded walks but a symbol code is used in conjunction with the colours.

RESOLVED that £750 is allocated from Town Council funds towards the information boards

OS100. Winterhay Lane Rec

The estimate received for the cost to widen gate for wheelchair/pram/buggy access was considered; this is the outstanding item from the revamp project. The budget is in place for this work to be completed.

RESOLVED to accept the quotation for the sum of £1,100.00 to install a new 2m X 1.2m wide gateway.

OS101. Return of Circus Deposit

A deposit was taken from the Circus to cover any damage caused as a result of their use of the Wharf Lane Recreation Ground in June 2017. The ground was inspected after the circus left and no damage was found.

RESOLVED that the deposit for the circus be returned

The meeting closed at 20:43hrs